

COMBERBACH PARISH COUNCIL – ANNUAL MEETING

TUESDAY 19 MAY 2026

Dear Councillor

You are summoned to attend the Annual Meeting of Comberbach Parish Council to be held on Tuesday 19 May 2026 at 6.30pm at **Comberbach Memorial Hall**.

DJ French

Denise French

Clerk to Comberbach Parish Council

Open Forum

There will be a period of 15 minutes before the meeting starts for members of the public to raise any issue that relates to Comberbach. The Open Forum will start at 6.30pm and the formal agenda below will start after that. If anyone wishes to raise a topic at the meeting they are requested to notify the Clerk three days in advance of the meeting date to enable any research to be carried out. The period of public participation may be extended at the discretion of the Chairman.

AGENDA

1. Appointment of Chairman 2026-27

To appoint a Chairman for the ensuing year.

2. Apologies for Absence

To receive and approve apologies for unavoidable absence.

3. Appointment of Vice Chairman 2026-27

To appoint a Vice Chairman for the ensuing year.

4. To receive Members' Declarations of Interest on any matters on the agenda

5. To approve the minutes of the meeting of the Parish Council held on 10 March 2026.

6. Progress reports and updates

6.1 The Resilience Plan has been submitted to the Joint Emergency Planning Team. To consider purchasing items for the Resilience Box to be stored in the Memorial Hall.

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6.2 The last meeting noted that some finger post signs are pointing incorrectly; CWAC Highways advise submitting the locations to highways@cheshirewestandchester.gov.uk and they will be examined by the Network Steward

7. Cheshire West and Chester Councillors updates

7.1 To consider any updates from CWAC Councillors.

8. Recreation Area & Pump Track

8.1 To consider the annual Rospa inspection report conducted in April 2026 and any other inspection reports since the last meeting

9. Highways and Streetscene

9.1 Temporary road closures and notification of works on the highways – to consider making representations to CWAC about notification to the parish council in advance of temporary road closures and roadworks

9.2 Gully repair schedule – to consider any response from the CWAC Head of Highways to issues raised regarding gullies

9.3 Grit bin on Cogshall Lane – to consider the response from Highways, as set out below:

“Cogshall Lane is part of the secondary gritting routes (from Ash House Lane to Senna Lane), as such given it is treated during prolonged cold spells, as such we would not support grit bins being located here.”

9.4 Speed issues

(a) To consider the data received from the speed surveys conducted on Gibb Hill/The Avenue and Marbury Road

(b) Speed Indicator Device – to consider the latest SID data.

9.5 Community Speedwatch Scheme

To consider an update on the possibility of a Speedwatch Scheme

10. Accounts and Financial Matters

10.1 Finance Committee minutes

To note the minutes from Finance Committee held on 21 April 2026

10.2 Quarter 4 budget review

To consider the Quarter 4 budget

10.3 Annual Governance and Accountability Return 2025/26 – to consider the following:

- (a) the Internal Auditor's Report
- (b) the Annual Governance Statement
- (c) the Accounting Statements
- (d) the publication period.

10.4 Insurance cover for the year 2026 – 27 - to consider the increase in premium from 25/26 (£872.87 vs £710). CPC is in year 4 of a 5 year agreement with Zurich Municipal, which applies a set % discount to calculated premiums. Zurich uses index linked formulae to calculate replacement costs, the RFO has provided the latest asset register with current replacement values and Zurich has used this information on which to base the premium.

10.5 Membership and Appointments

To consider the report

10.6 External appointments

To approve JDH Business Services for Internal Audit and DM Payroll Services for Payroll Services for the period up to end May 2027

10.7 To note the accounts for 30 April 2026 in Appendix 1

10.8 To approve the payments list in Appendix 2 including annual subscriptions to Cheshire Association of Local Councils and the Mid Cheshire Footpath Society.

10.9 IT Policy

To consider the draft IT policy

10.10 Data Protection Policy

To review the current Data Protection Policy

10.11 To approve the transfer of £100 from Santander Current Account to Unity Trust Current Account to cover future charges

11. Projects

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11.1 Provision of an additional Christmas Tree in the village – to consider information obtained from Councillor Washburn – circulated separately.

12. Planning

12.1 To note in appendix 3 any decisions by CW&C and consider or note decisions advised by the planning working group.

12.2 To consider any new Enforcement matters.

13. Correspondence

To consider the correspondence schedule along with a verbal update on any correspondence received since the agenda was published

14. Representative Reports

To consider updates from Councillor representatives:

- Comberbach Memorial Hall Management Committee – Cllr McDermott
- Police Liaison – Cllr Chandler
- School Liaison – Cllr McDermott
- Fete Committee – Cllr Ryder
- Bowling Club – Cllr Darwin

Part 2 – EXCLUSION OF THE PUBLIC AND PRESS

To resolve under the Public Bodies (Admission to Meetings) Act 1960 to exclude the press and public due to the confidential nature of the business to be discussed

15. Comberbach Achievement Award

To consider the recipient of the award for 2026

16. Registering land in the ownership of the parish council – to consider further information on the land valuation process

17. Responsible Financial Officer – to consider the report

Date of next meeting – Tuesday 14 July at 6.30pm

Appendix 1 Accounts for 30 April 2026

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	Current a/c	Savings a/c	Total
Santander	£49,422.45	£22,219.84	£71,642.29
Unity Trust	£7.40	£15,163.35	£15,170.75
Total	£49,429.85	£37,383.19	£86,813.04

Reserves £37,000, reconciliation nil

Appendix 2 Payments

Item	Amount	Power
Cllr Cameron - Emergency torches	£31.97	LGA 1972 s 111
Cllr Cameron - Emergency radios	£29.99	LGA 1972 s 111
Shane Ross - Inv 25.04, 3 rd payment for 25/26 mtce	£650.00	LGA 1972 s 111
Zurich Municipal - Insurance 26/27	£872.87	LGA 1972 s 111
CHALC - subscription 26/27	£304.40	LGA 1972 s 111
JDH Business Services - Int Audit 25/26 Y/E	£380.40	LGA 1972 s 111
RoSPA Playsafety - Annual & Post installation insp	£504.00	LGA 1972 s 111
Mid Chesh Footpath Society - subscription 26/27	£8.00	LGA 1972 s 111
Kompan - Inv 268719, Infant multi play unit	£25,149.58	LGA 1972 s 111
Synchroprint - Inv 8720, CVN May 26	£232.32	LGA 1972 s 111
D French - expenses to 10/5/26	£131.49	LGA 1972 s 111

Pre-Authorised Payments

Item	Amount	Power
PAP2520 - Synchroprint - Inv 8598, Mar CVN	£199.40	LGA 1972 s 111
PAP2521 - OJT Tree Services - inv 3491	£3,000.00	LGA 1972 s 111
PAP2522 - HMRC - PAYE Q4 25/26	£410.99	LGA 1972 s 111
PAP2523 - Bounceback - Inv 0566, wetpour	£555.60	LGA 1972 s 111
DD – Babble, MS Office license Mar 26	£23.50	LGA 1972 s 111
DD – Tesco Mobile, Mar 26	£7.95	LGA 1972 s 111
DD – Unity Trust account fee Mar 26	£7.00	LGA 1972 s 111
DD – Unity Trust account fee Apr 26	£7.00	LGA 1972 s 111

Appendix 3 Recent planning decisions by CW&C

APPLICATION DETAILS	DATE OF VALIDATION	CURRENT POSITION
21/05070/OUT - Outline planning permission for a mixed use development of up to 1,550 units of residential dwellings including affordable housing (subject to viability); specialist accommodation for older people	Wed 22 Dec 2021	Awaiting decision

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including residential care home; local centre and active ground floor uses comprising up to 600 sqm of flexible floorspace for retail (including small convenience food store); up to 275 sqm of health, nursery and community; up to 7,700 sqm of employment space; up to 950 sqm of cafe, restaurant, takeaway and public house floorspace; up to a 2,250sqm (up to 2FE) primary school with associated playing fields (Use Class F1(a)); and associated road infrastructure, landscaping (including Sustainable Urban Drainage Systems), public realm and amenity space (all matters reserved except for vehicular access), land at Winnington Works		
21/01937/S73, Single storey side and rear extension and creation of first floor (Variation of conditions 2 (approved plans) and 3 (materials) of planning permission 19/01832/FUL), 31 Senna Lane	Fri 30 Apr 2021	Awaiting decision
25/01163/FUL - Demolition of existing dwelling, erection of new dwelling, 27 Senna Lane	20 May 2025	Approved
25/03364/FUL - Demolition of the existing dwelling and outbuildings, including removal of the mobile home, and the erection of a replacement dwelling -Brookside Farm		Awaiting decision
26/00058/TPO – various tree works, 1 Bracken Way		Approved
26/00124/TPO – tree works, 28 Mather Drive		Approved
26/00157/TPO – tree works, Mulberry House		Approved